CONFIDENTIAL

Report For Week Ending 3 July 1956
RECORDS CENTER

During this week the following accessions were made:

COMPT	39	Cu.	Ft.
ORR	23	"	"
OTR	1	"	"
DD/P	137	"	"
OCR	27	"	"
OO	1	"	"
OSI	1	"	"
Sub-Total:	229	Cu.	Ft.
Finished Intelligence	145	"	"
Total:	374	Cu.	Ft.

Records Holdings	16,656	Cu.	Ft.
Distribution Material Holdings	11,258	"	"
Total:	27,914	Cu.	Ft.

Distribution Material Disposed of at Center	10	Cu.	Ft.
Records Disposed of at Center	0	"	"
Records Transferred from Center	0	"	"

a. Accessioning

25X1A9a

The Center received 2 cubic feet of old Administrative
Issuances from _____, DCI. This material will be screened
and interfiled with Administrative Issuances already in the Center.
Some of these issuances may prove to be of archival value.

b. Reference

Continuing progress is being made on the projects undertaken
by the Center's personnel. Many of these projects have been pro-
longed because of vacationing and training of personnel. These
projects are listed in the Weekly Report of 8 May 1956.

c. Disposal

The Center has disposed of more than 60 cubic feet of
material during the week leaving approximately 190 cubic feet of
material in the disposal area for destruction.

d. General

In-Service Training is still at a standstill due to Center
personnel being on vacation.

All Center personnel have been rotated between the various
sections in the Center. This rotation of personnel has vastly im-
proved the knowledge and know-how of the Center personnel, therefore,
proving to be a distinct asset to the Centers operation.
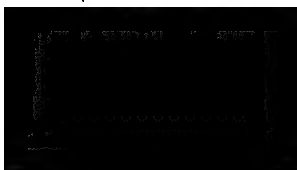
CONFIDENTIAL

~~CONFIDENTIAL~~

25X1A9a

     Mr. ███████████ has finished his training at Headquarters and will resume his duties at the Center after a two week vacation.

     The Architect and Engineering drawings of the plans and specifications for the addition to the Records Center are being prepared by ████████████████████████████████████.

25X1A5a1

     The Center had the following visitors during the week:

25X1A9a

███████████	OS
	OS
	OS
	RMS
	RMS

████████████████████

Chief, Records Center

25X1A9a

~~CONFIDENTIAL~~